WWEA Sick Bank Policies/Procedures per section 3.9.3 of the Master Agreement

- You must be a contributing member of sick bank in order to participate in sick bank and have access to its benefits.
- Member Contribution Requirements:
    - Each member may be required to contribute up to 2 days of their accumulated leave time in order to maintain a sufficient balance in the sick bank.
    - Each members contribution to the sick bank will be taken on the 2nd pay of September, however in extenuating circumstances it may be necessary for members to contribute additional time later in the year (not to exceed the 2 day limit).
    - At the end of each year the sick bank committee will meet to determine the necessary contribution of each member for the start of the following year.
    - If a member does not have sufficient days when contribution is required, the time will be taken from their days at the start of the following year.
- Sick bank use requirements:
    - Per the master agreement (3.9.3) a bargaining unit member must first expend all but up to five (5) days of their sick leave accumulation before applying for sick leave bank use. If the bargaining unit member has less than twenty-five (25) days of leave accumulation, the illness or injury must be covered by absence without pay, except that when a teacher who has been in the bank is back to work for less than sixty (60) calendar days and suffers a relapse, s/he will not be subject to the waiting period. Following the twenty-fifth (25) day of absence or the expenditure of accumulated leave days as indicated above, whichever is later, a bargaining unit member may apply in writing for use of the bank, which use shall not exceed 25 bank leave days for the 2019-20 school year. A bargaining unit member shall have the use of the sick bank extended into the following school year for up to a maximum usage as stated above, if the injury or illness shall make is necessary
    - There will be a yearly cap (school year) of use per member of the sick bank which cannot exceed 40 days.
    - There will be a lifetime cap of use per member of the sick bank which cannot exceed 120 days
- All policies as stated above are subject to review and/or change as determined by the sick bank committee. The sick bank committee will be composed of two chairpersons as well as a representative from the high school level, middle school level, and elementary level.
- Recommendations for sick bank updates/changes will be made before the October BR meeting and sent with the October agenda. Changes will be voted upon at the BR meeting in October.
- 20-21 School Year approved policies: up to 25 days of leave will be granted upon request
- 20-21 School Year approved sick bank contribution: Each member will contribute ½ day to maintain the sick bank balance to acceptable levels.